

DDA Register
File

DDA 76-4555

15 SEP 1976

MEMORANDUM FOR: Comptroller

FROM : John F. Blake
Deputy Director for Administration

SUBJECT : Agency Objectives

REFERENCE : Memo for Comptroller from DDA dtd
7 September 1976, Subject: Agency
Objectives

To the list of objectives suggested in referent memorandum, please add the following:

Improve the security and cover procedures
in the selection, processing, and training
of DDO Career Trainee (CT) candidates.

/s/ John F. Blake
John F. Blake

STATINTL

C/DDA/MAS [REDACTED] (13 Sept 76)
Distribution:

Orig - Addressee
✓ 1 - DDA Subject
1 - DDA Chrono
1 - MAS Chrono

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ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM: Deputy Director
for Administration

EXTENSION

NO.

DATE 7 September 1976 STATINTL

TO: (Officer designation, room number, and building)

DATE

OFFICER'S
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

RECEIVED FORWARDED

1. Comptroller
4E-42, Hqs.

Jim:

A comment on Objective #2. There are two things involved here. We, as a Directorate, plan to review and revise each Headquarters Regulation for which we are responsible so that we will end up with regulations having a validation date no more than 12 months old. We believe this should be given to us as a DCI Objective. The second point, however, is that you may wish to consider identical tasking for the other three Directorates to do likewise.

What we have here is a matter equally of form as well as substance. I am of the opinion that the very old validation dates of many of our Headquarters Regulations would not be very impressive to any external review entity.

STATINTL

John F. Blake

Distribution
Orig RS - Compt w/Att

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DDA 76-4456

7 SEP 1976

MEMORANDUM FOR: Comptroller

FROM : John F. Blake
Deputy Director for Administration

SUBJECT : Agency Objectives

REFERENCE : Multiple adse memo dtd 9 Aug 76 fr
Comptroller; subject: Follow-up
Action to OMB Requests

STATINTL The following is a list of suggested objectives as requested in paragraph 4 of referenced memorandum. If you have any questions or need additional information, please contact Ms. [REDACTED], Chief, Management and Assessment Staff,

1. Select, test, and implement by 1 March 1977 revised techniques in communicating with the public on FOIA, Privacy Act, and Executive Order Declassification matters to enhance the CIA image and to improve public relations.

2. Review, revise as required, and reissue under current date all Headquarters Regulations (HR's) by 31 December 1977.

Note: There are many Headquarters regulatory issuances that no longer provide current guidance or may be suspect because of the very age of the issuance. This objective proposes a one-time validation that will attest to internal users and external reviewers the currency of these Agency policy statements.

3. Restructure the overseas security program by 30 September 1977 to incorporate personnel, residential, and facility protection.

Note: Until recent times, the overseas security program was concerned primarily with our installations. This objective reflects expansion of the program to

-2-

personal security of our employees and dependents in their homes, travel to and from work, etc.

4. Develop and implement by 30 September 1977 a program for 30-year mandatory declassification.

Note: September 1977 marks the 30-year birthday of the Agency. It also marks the beginning date when the Agency's records fall within the purview of the 30-year mandatory declassification laws.

5. Put into operation by April 1981 a reliable and expandable on-line data processing system (SAFE) to facilitate the intelligence analyst's access to and use of intelligence data so that the quality and timeliness of finished intelligence can be improved.

Note: This is a joint objective with DD/I.

6. Complete acceptance testing at the contractor's site by September 1977 of a computer system for data communication and report preparation functions (RAPID) concerned with publishing [REDACTED]

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7. Prepare an action plan by the end of FY 1977 for the managing, staffing, and locating of a computer based image generation and manipulation system (such as the Genigraphics system designed by General Electric) to create full color artwork for briefing purposes; and to seek the endorsement and support of Agency components that perform graphic arts or related functions.

Note: Attached is a description of the Genigraphics system and OL's comments on the system.

8. Modify current annual reporting to the Office of Training on training conducted by other components, by January 1977.

Note: A review of component training is proposed under the CIA plan for implementation of the PMI effort.

-3-

A beginning on this initiative should be collection of data. The OTR objective is intended to build a more adequate data base on component training.

/s/ John F. Blake

John F. Blake

Attachment: a/s

STATINTL

C/DDA/MAS: [REDACTED] (3 Sep 76)

Distribution:

Orig - Adse w/Orig att.

~~1~~ - DDA Subject w/cc Att.

1 - DDA Chrono

1 - MAS Chrono

GENIGRAPHS

STATINTL

Genigraphics is a computer based image generation and manipulation system designed [REDACTED] to create full color artwork for briefing purposes. The system performs its functions in a fraction of the time required by traditional methods, and at a lower cost. The attached piece of promotional literature shows the basic system, composed of a computer, an operator's console, and a film recorder. The computer may be any of Digital Equipment Corporation PDP-11 family. The operator's console is specialized keyboard in combination with a T.V. monitor. The film recorder comprises a cathode ray tube and a camera both of which are capable of high resolution imagery.

The system enables an operator to construct slides from a library of previously defined and magnetically stored art pieces, and to annotate the slides with any of four different type fonts. The slide is displayed on the console's T.V. monitor as it is being constructed. Various keyboard controls allow an operator to rearrange the components of the slide, and to change their color, size, and shape. When the operator has finished with the slide it is imaged on 35mm film via the system film recorder. The attached samples, four of which reflect "line" management data for Printing and Photography Division and the remainder commercial applications, are indicative of the Genigraphics capabilities from a variety of style and image quality standpoints. In addition to a 35mm slide end product it is possible to construct 8" x 10" viewgraphs through the use of a larger format camera in the Genigraphics film recorder.

When the Agency became aware of the existence of Genigraphics, a task team was formed to analyze and evaluate the system for potential use in the Agency. The task team's final report contained a recommendation which called for the purchase of a Genigraphics system for installation in the Headquarters area. The recommended equipment configuration would cost about \$450,000, and it was suggested that the basic mode of operation would be as follows. A looseleaf book containing currently available graphics symbols and formats would be given to all potential customers. Based on these available symbols and formats rough sketches of the desired slides would be made by an artist in contact with the customer. The slide would then be "drawn" using the operator's console, and proof would be prepared and sent to the customer to allow a check for accuracy and completeness. The proof would then be returned to the console operator for correction or slide production. Finished slides would then be sent to Printing and Photography Division if additional processing into viewgraphs is required, or sent to the customer if 35mm slides were requested.

It has been estimated that at present production levels there are 2,300 presentation graphics manually produced per year which a Genigraphics system would be used to produce. This figure does not include an unknown, but significant number of hand made crude graphics which would also be adaptable to Genigraphics. The cost of constructing these graphics by present methods is approximately \$80,000. It is further estimated that a Genigraphic system could produce them for \$55,000. The Agency could, therefore, expect to save \$25,000 each year with Genigraphics. This does not take into account the significant indirect cost savings which would accrue from automating the management of graphic files, and the ability of the system to electronically retrieve and revise graphics. These savings also assume that the number of graphics (2,300 per year) initially identified as producible via Genigraphics would remain constant. It is perhaps more properly assumed that as the system demonstrates its superiority over present production methods, its use and savings would increase, thereby improving the return on investment.

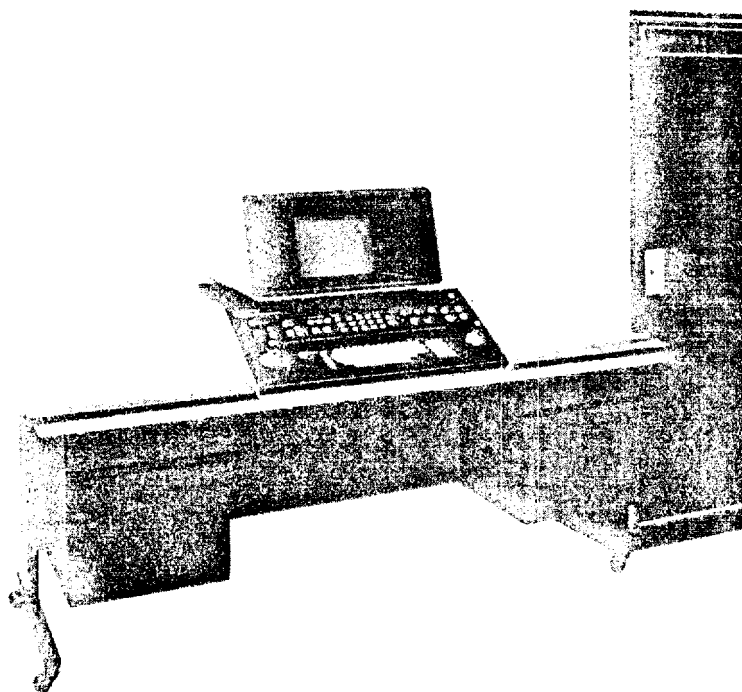
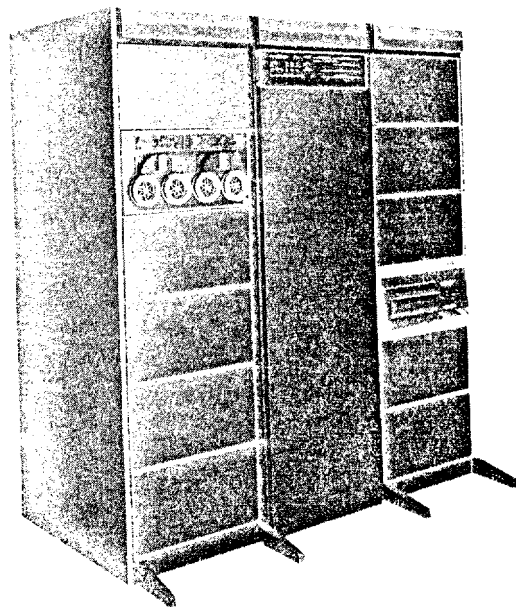
STATINTL There are 12 Genigraphics systems in use around the country. Two are in the Washington, D.C. area, one at NSA and the other at a commercial facility called [REDACTED]. Contact with these local installations indicates that Genigraphics is an effective and reliable system. Its productivity is particularly noteworthy. It has been demonstrated that on typical business type, 3 and 4 color charts and graphs Genigraphics will out-produce conventional construction methods by a ratio of 18 to 1.

STATINTL It should be noted that the Agency presently has a contract [REDACTED]. STATINTL for that portion of our 35mm slide production which is complex in design and requires faster turnaround than conventional methods can deliver. Since June of 1975 [REDACTED] has produced 812 slides for the Agency at a cost of \$23,128. This works out to a cost per slide of \$28.48.

If it is determined that Genigraphics represents a viable alternative to conventional graphics production in the Agency, it may be well to convene the CIA Presentational Means Steering Panel's Sub Panel on media for the purpose of providing a vehicle for the development of the MBO objective which would concern itself with the procurement, installation and operation of a Genigraphics system in CIA.

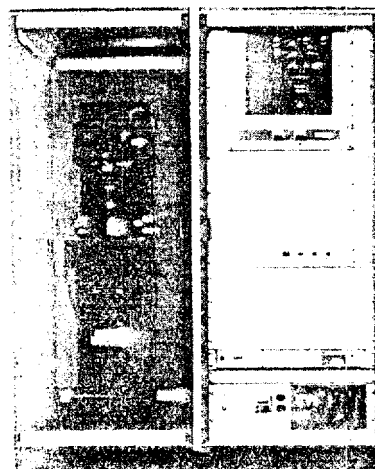
it changes the whole picture

GENIEGRAPHICS GRAPHICS GROUP 100-03 EQUIPMENT GROUP SPECIFICATION

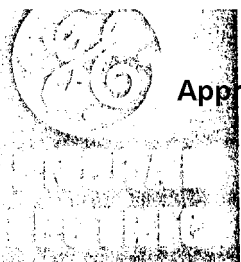


FEATURES

- Extended artist capability with no materials limitations
- High quality professional color graphics
- High throughput capacity of up to 45 slides per hour
- Interactive artwork creation or fully automatic film recording under software control
- Sharply reduced turnaround times, from order in - to delivery of visuals
- Uniform quality of artwork
- Digital storage and low cost transmission of full-color graphics with no degradation in image quality
- Television compatible transmission, recording and display of color artwork
- Modular system expansion and planned enhancements



BETTER INFORMATION COMMUNICATIONS THROUGH FULL COLOR GRAPHICS
FOR • INDUSTRY • CREATIVE ARTS • BUSINESS • GOVERNMENT



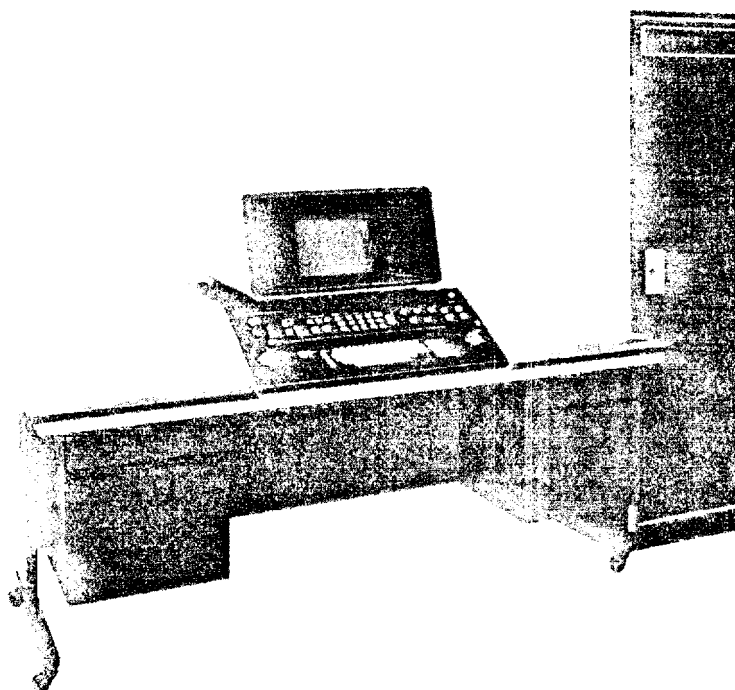
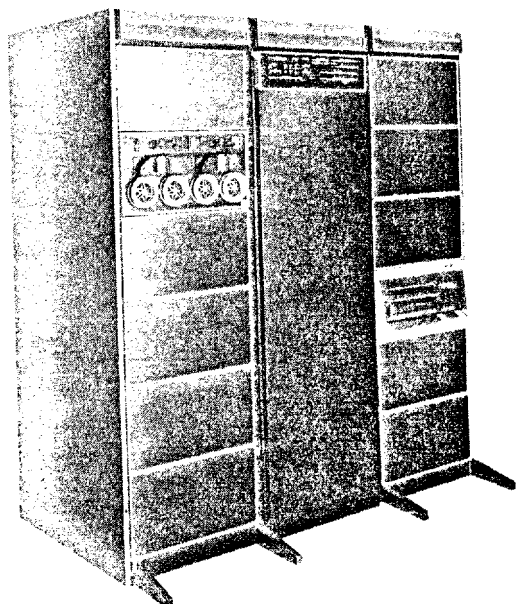
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GENIGRAPHICS

it changes the whole picture

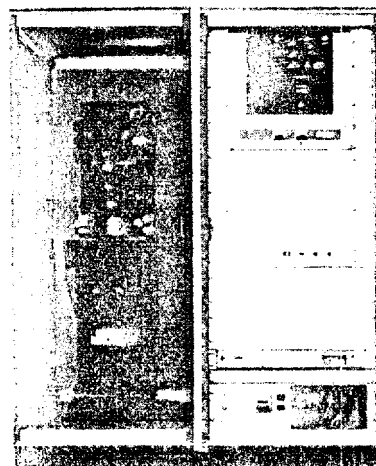
GRAPHICS GROUP 100-01

EQUIPMENT GROUP SPECIFICATION



FEATURES

- Extended artist capability with no materials limitations
- High quality professional color graphics
- High throughput capacity of up to 45 slides per hour
- Interactive artwork creation or fully automatic film recording under software control
- Sharply reduced turnaround times, from order in - to delivery of visuals
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GENIGRAPHICS

GRAPHICS GROUP 100-03

FUNCTION

The General Electric GENIGRAPHICS Image Generation System 03 Graphics Group is a ready-to-use package-priced computer-based image generation and flat art recording system. It is designed to assist an artist to create full-color visuals in a fraction of the time required by traditional methods. This revolutionary system can create, manipulate, store, transmit, and record artwork in digital form, thus assuring no image quality degradation during storage, retrieval or transmission.

In the interactive console mode it increases significantly both productivity and creative flexibility of an artist. Artwork formats and prior artwork can be called from storage for modification or revision. Artwork formats and data can be pre-coded off-console and entered into the system for artistic modifications and refinements. In the automatic recording mode, pre-established formats created from visuals can be produced at a rate of up to 45 slides per hour.

DISTRIBUTION OF COLOR GRAPHICS

The 03 Graphics Group can serve as a distribution center for corporate graphics information. The color graphics data can be received or transmitted globally over standard telephone channels. This GENIGRAPHIC network association also assures full time, low cost equipment backup.

The cost of GENIGRAPHICS color transmission is an order of magnitude lower than the cost of conventional black and white transmissions; GENIGRAPHICS transmissions do not suffer from the characteristic black and white graphics quality degradation during transmission.

PRIMARY COMPONENTS

The primary components of the 03 Graphics Group are the 101 Artist's Console, the 201 Graphics Processor, the 301 Film Recorder, the 401, 402, 403, and 404 Operating Programs and the associated Graphics Library.

The artist console is the focal point of the system. It consists of an image processor, a color TV working medium, an alpha-numeric keyboard and artist optimized artwork creation and manipulation controls. The graphics processor is a high performance general purpose computer consisting of a central processor, a disc storage unit, a dual magnetic tape storage unit and a keyboard printer.

The 301 Film Recorder is a high performance production recording system for producing exposed film from graphics data in the Graphics Processor. The 302 35mm fully automatic Production Camera is standard with the recording system. GENIGRAPHICS programs and associated graphics library is a comprehensive and proven software system for the interactive and automatic creation, transmission, and recording of graphics artwork and visuals.

GROWTH AND FLEXIBILITY

The major elements of the 03 Graphics Group and its growth options are shown in the system configuration diagram.

The functional modularity of the GENIGRAPHICS 100 equipment family provides an orderly, natural path of growth as the graphic needs of a company's business grow. Local input peripherals, storage, communications and video recorder/display options can be added to the basic 03 Graphic Group to satisfy specific needs as they arise. Communications channels to remote Artist's Groups and corporate EDP facilities can be added to significantly reduce turnaround times and increase the utilization of the high performance film recorder.

SPECIFICATIONS

Operating Modes:

- Interactive artwork creation and manipulation
- Off-console artwork pre-coding and console image generation
- Image generation and film recording
- Graphic data transmission or reception